

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Recommended Objectives for the Quarterly Conference (Second Quarter)

FROM:

EXTENSION

NO.

Plans and Programs Staff, OL

DATE

30 March 1983

STAT
STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

Chief, P&PS/OL

2.

Director of Logistics

3.

OL/P&PS

4.

5.

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7.

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15.

Attached is proposed
Agenda for Quarterly
Objective review scheduled
for 5 May.

STAT

Recommend 1 Objectives for the Quarterly Conference

(Second Quarter)

<u>Objective</u>	<u>Presenter</u>
<ul style="list-style-type: none"> X Conduct a Comprehensive Review of Personnel Management Functions 	STAT
	STAT
<ul style="list-style-type: none"> X Provide a System for More Timely and Efficient Response to Space Requirements (CADS) 	
<ul style="list-style-type: none"> X Implement the Digital Prepress System 	
<ul style="list-style-type: none"> X Continue to Work with GSA for Improved Service 	
	STAT
<ul style="list-style-type: none"> X Improve Responsiveness to Politically Sensitive Requirements for Goods and Services 	
<ul style="list-style-type: none"> X Provide Support to SAFE, Phase II 	
<u>Objectives NOT Included</u>	
<ul style="list-style-type: none"> Conduct a Pilot Quality Circle Program* 	
<ul style="list-style-type: none"> Consolidate Agency Metropolitan Washington Area Activities* 	
<ul style="list-style-type: none"> X Establish Procedures to Execute Payments in Accordance with Prompt Pay Act* 	
<ul style="list-style-type: none"> Develop Policy and Resolve Key Issues Affecting Acquisition 	
	STAT
<ul style="list-style-type: none"> Improve the Physical Environment and Quality of Food and Service in the EDR* 	
<ul style="list-style-type: none"> Design Methods to Improve Responsiveness to Furniture Requirements* 	
	STAT

* Reported First Quarter